



LFRO Application

Limited Function Referral Office

NORTH BAY ASSOCIATION OF REALTORS®

Designated REALTORS®: Please return this completed form to North Bay Association of REALTORS®, and note that there is a one-time processing fee of \$100 for each new agent joining the referral office.

In accordance with Article IX Section 9.2.d of the Association's Bylaws, this will certify that the undersigned Designated REALTOR® (or their firm) has a direct or indirect ownership interest in an entity engaged exclusively in soliciting and/or referring clients and customers to the REALTOR® for consideration on a substantially exclusive basis. This will also certify that the licensee(s), listed below, applying to be affiliated with that entity are solely engaged in referring clients and customers and are not engaged in listing, selling, leasing, renting, managing, counseling or appraising real property. **The Designated REALTOR® (or appointed designee) shall notify the Association within three (3) days of any change in status of licensees in a referral firm.**

Agent Name	License Number	Phone (mobile)	Email Address

The exemption for any licensee previously certified shall automatically be revoked upon the individual being engaged in real estate licensed activities (listing, selling, leasing, renting, managing, counseling, or appraising real property) other than referrals, and dues for the current fiscal year shall be payable. Licensees whose LFRO exemption has been revoked may not reapply for a LFRO exemption until the following fiscal year. Licensees may, however, continue to be licensed and hold REALTOR® membership in connection with a different brokerage (or brokerages) outside of California.

Certified by (Designated REALTOR®):

_____	_____
Full Name	Date

Signature of Designated REALTOR®
(or appointed designee):

Signature

Name of Firm/Business/Office:

Phone:

Email:

